UTAH CTE SKILL CERTIFICATION
PERFORMANCE EVALUATION
Leadership Management B – TEST #420

The performance evaluation **is a required component of the skill certification proces**s. Each student must be evaluated on the required performance objectives. Performance objectives may be completed and evaluated anytime during the course.

- Students should be aware of their progress throughout the course, so that they can concentrate on the objectives that need improvement.
- Students should be encouraged to repeat the objectives until they have performed at a minimum of **80% (moderately to highly skilled level**).
- When a performance objective has been achieved at a minimum of 80% (moderately to highly skilled level), **"Y" (Y=YES)** is recorded on the performance summary evaluation form. If a student **does not** achieve 80% (moderately to highly skilled level), then **"N" (N=NO)** is recorded on the summary sheet for that objective.
- All performance objectives **MUST** be completed and evaluated prior to the written test.
- The teacher will bubble in **"A"** on the answer sheet for item **#81** for students who have achieved **"Y"** on **ALL performance objective**s.
- The teacher will bubble in **"B"** on the answer sheet for item **#81** for students who have **ONE or more "N's"** on the performance objectives.
- The signed summary evaluation sheet(s) **MUST** be kept in the teacher's file for two years.
- A copy is also kept on file with the school's CTE skills certification testing coordinator for two years.

Performance Objectives

PO-08 _____ Create a temporary team to solve a school problem. *(Chapter 12, Supervision Today)*.

PO-09 _____ Participate in a stress-relieving activity. *(Chapter 14, Supervision Today)*.

PO-10 _____ Write a formal written warning—or—determine procedures for discipline—for use in affiliated organization. *(Chapter 15, Supervision Today)*.

PO-11 _____ Create a device to train, develop, or orient new officers—or—create a device to recruit new members. *(Chapter 7, Supervision Today)*.

ADDITIONAL PERFORMANCES

PO-12 _____ Continually utilize an effective time management system—planner, palm pilot, calendar, etc. *(Time Management—Supplemental materials from Semester "A")*.

(The following two performance objectives are not required if student completed during Leadership Management "A.")

PO-06B _____ Demonstrate essential leadership competencies through professional presentation skills. *(Chapter 11, Supervision Today)*.

   OR PO-06A _____ *Sign here if student completed this competency last semester.*

PO-07B _____ Demonstrate the ability to use technology by utilizing presentation software; i.e., Microsoft PowerPoint) during a formal presentation. *(Chapter 11, Supervision Today)*.

   OR PO-07A _____ *Sign here if student completed this competency last semester.*

Students who achieve 80% (moderately to highly skilled) on **ALL** performance objectives and 80% on the written test will be issued an CTE skill certificate.

Please *print* clearly:

I, _____, certify that _____, who is a student at
   (Teacher Name)   (Student Name)

_____, has mastered each of the above completed standards and objectives at an 80% or
   (School Name)

higher level.